

3.1.1.4 Vehicle Accident and Reporting and Investigating



YOUR ORGANIZATION
STANDARD OPERATING PROCEDURES/GUIDELINES

TITLE: Vehicle Accident and Reporting and Investigating

SECTION/TOPIC: Operating Emergency Vehicles

NUMBER: 3.1.1.4

ISSUE DATE:

REVISED DATE:

PREPARED BY:

APPROVED BY:

X

Preparer

X

Approver

These SOPs/SOGs are based on FEMA guidelines FA-197

1.0 POLICY REFERENCE

CFR	
NFPA	
NIMS	

2.0 PURPOSE

This standard operating procedure/guideline addresses accident scene procedures (information gathering, injury assessment, notification, etc.), reporting forms and documentation requirements, post-accident investigation (examination of scene, interviews with participants and witnesses, etc.), report preparation and dissemination.

3.0 SCOPE

This SOP/SOG pertains to all personnel in this organization.

4.0 DEFINITIONS

These definitions are pertinent to this SOP/SOG.

5.0 PROCEDURES/GUIDELINES & INFORMATION

5.1 Accident Scene Procedures: (information gathering, injury assessment, notification, etc.)

Fire Department operations involving freeway incidents, include problems as wide and varied as any confronted by the fire service. The span of incidents include accidents with minor injuries to BLEVEs (Boiling Liquid Expanding Vapor Explosion). With the realization of the potential problems a freeway system offers, a hard and fast plan may not be successful. The freeway plan is designed to enhance City Fire Department procedures in dealing with a specific incident. Flexibility and decisive command, based on background knowledge of freeway procedures, pre-planning, and services available, should produce a successful operation on any freeway incident.

The following pages provide much of the background information.

DISPATCH INFORMATION

When dispatching an incident on the freeway, Alarm will provide the following information:

1. Type of incident.
2. Location and direction of travel.
 - A. Freeway or, on or off ramp.
 - B. Highway location.
 - C. Cross street (if applicable).
3. Traffic conditions (if known).
4. ALL other information received concerning the incident.

RESPONSE

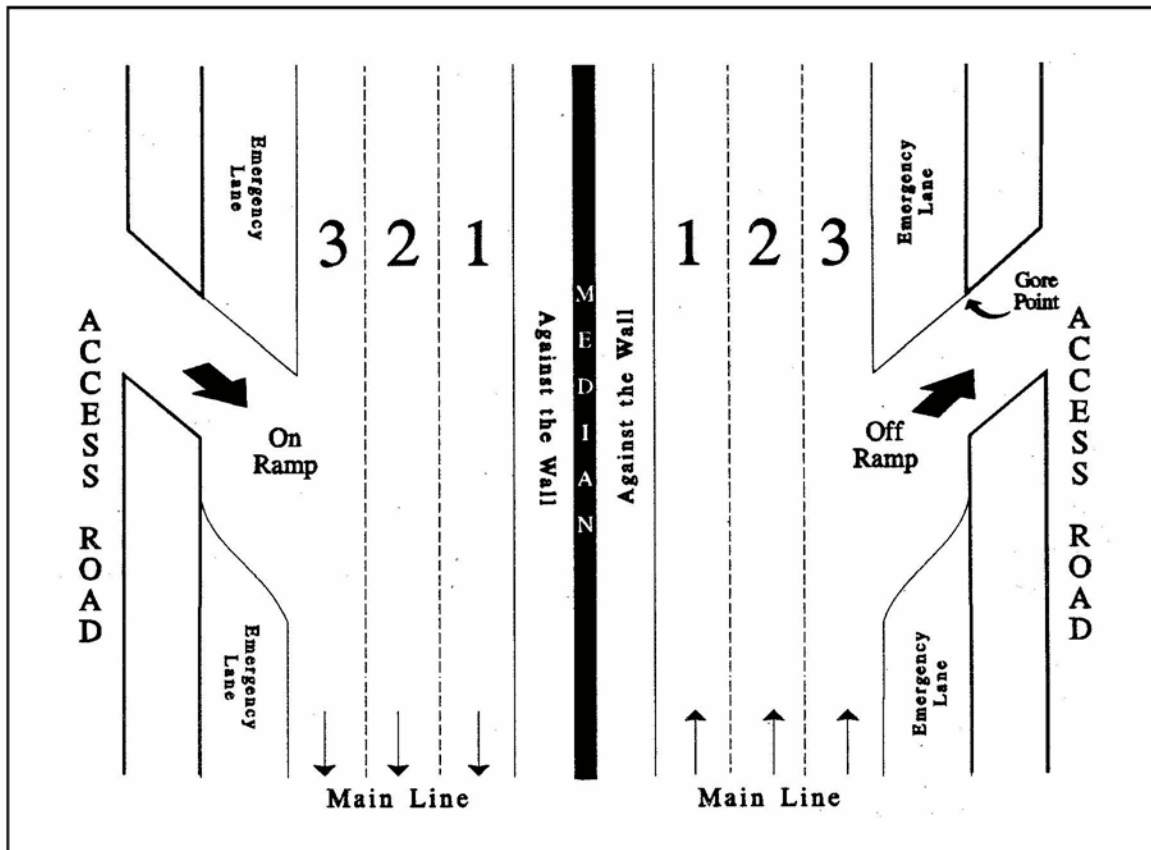
The response to a freeway incident will be determined by the information received at Alarm Headquarters and will be adjusted to meet the specific needs of that incident.

Alarm may receive information on a freeway incident from DPS or a variety of other sources. Communications must be established and maintained with DPS to assure that needed information is exchanged during an incident. If possible, the DPS channel should be monitored by Alarm during a freeway incident.

In many cases, DPS will arrive first at an incident and may be able to provide updated information on traffic conditions and access. This information will be relayed to responding companies.

The company officer on a responding unit is responsible for redirecting other companies or having

Alarm dispatch additional companies if it becomes apparent that the first company will be unable to reach the incident due to traffic congestion.



This diagram illustrates terminology often used in describing freeway incidents.

APPROACH AND STAGING

Units responding to calls on the freeway will respond Code 2 while on the freeway mainline. Alternating headlights and rear flashers may be used.

Units should attempt to reach the scene in the direction of the reported incident, unless otherwise instructed by DPS. If the direction is unknown, first due officer will determine the need for additional response to cover the opposite direction.

In some cases, DPS may advise the best access is via specific on ramps or by travel against the normal traffic flow. Units should proceed in the opposite direction to normal flow ONLY at the specific request of DPS when it is assured that all traffic has been stopped.

On multiple unit responses, the first unit approaching or entering the freeway within a mile of the incident will report his identity, location, and direction. Other units approaching will then stage, preferably near an on-ramp, to avoid premature commitment to the mainline.

COMMAND

The first unit arriving on the scene will establish Command, if necessary, and give an initial report. The initial report should include:

Traffic conditions:

- Stopped.
- One lane open.
- All lanes open.

Type of incident found.

A follow-up report should indicate:

- Injuries/no injuries.
- Extrication needed.
- Evacuation.
- Hazardous materials spill.
- Call for necessary help and/or additional alarms.

COMMAND POST LOCATION

The Command Post location should be carefully chosen for major incidents to allow access and a good view of the scene.

An overpass may provide a view of the scene for incidents on depressed roadway sections.

LIAISON WITH DPS

Command will establish liaison with DPS at the scene as quickly as possible. In serious incidents an officer with a portable radio shall be designated to specifically handle a Police (DPS) Liaison Sector, Radio designation shall be DPS Liaison.

The primary responsibilities of liaison with DPS include traffic control, directing the approach of additional resources needed at the scene and crowd control. DPS can also provide some resources from the State Highway Department and heavy wreckers. DPS may also provide a helicopter for medical evacuation and/or aerial surveillance on request.

Consider use of Police and DPS personnel for evacuation of inhabited areas during hazardous

materials emergencies. DPS will shut down the freeway completely when Fire Department Command feels the situation requires this action.

TOPOGRAPHY

Each company officer is responsible to research or know the location of hydrants and access to the freeway. Section maps have been supplied showing designated hydrants and canals as primary water supply sources. These hydrants are numbered in a sequential order, the numbers and addresses appear on the section maps. Along the freeway wherever possible, 9" x 12" green signs with 6" white numerals have been posted on the fences. The exact address of the hydrants are provided. It is best to assign an engine company to the desired hydrant so as to relay lines to the freeway. Water supplies and other problems must be pre-planned by first due officers. Some typical problems must be considered.

Example:

- A. Early call for additional manpower to handle lines that may have to be extended long distances, over many obstacles.
- B. Relay pumping probabilities.
- C. Special equipment needs (tankers, foam, sand, wreckers, lights, etc.).
- D. Early call for traffic control.
- E. Automatic lift stations at underpasses.
- F. Sewer (when dealing with spilled products).
- G. Peak traffic hours.
- H. Access to the freeway (ladders, on/off ramps, etc.).
- I. Liquid transfer equipment.
- J. Need for explosimeter to check drainage lift stations for explosion hazard.
- K. Notify Highway Department to respond to pump station and set pumps to manual position.

Place your apparatus between you and the on-coming traffic.

Employ rear lights, flares, reflectors, or cones as required or directed by DPS officer; i.e., on the scene. Traffic control and warning devices should be left to DPS, whenever possible. (The use of

front warning lights tend to confuse on-coming traffic.) Communication with DPS whenever flammable liquids leaks, spills, etc., are present with regard to using flares.

Leave a man (usually the Engineer) to watch the traffic and set up warning devices. Parking brakes are to be set and the apparatus set with the wheels at an angle to the side.

- 1 Consider parking above or below (on access road) if the traffic conditions are such that entry is impossible or difficult.
- 2 Where the freeway is elevated, a ladder is effective to gain access and to effect evacuation from above.
- 3 Lifelines may be used to ascend or descend the steep embankments.
- 4 Only the apparatus that is absolutely necessary shall be taken onto the freeway.
- 5 Position apparatus in the emergency parking lane or on the shoulder, as far off the traffic lanes as possible.
- 6 Do your job as rapidly as possible and then clear the traffic lanes.
- 7 In sections of depressed roadway it is faster to have a company above "drop" a line than to have one advanced up the slope.
- 8 Some sections of the freeway have limited access to hydrants and will require laying hose for long distances from on-ramps if a supply line is needed. Relay pumping and tank water should be considered in these cases.
- 9 In major incidents involving several injured, notify Alarm to stage all ambulances at an access ramp designated by command. Command will then order the ambulances on to the freeway on request of the Transportation Officer.

DRAINAGE

In cases of flammable liquid or other hazardous material spills on the freeway, particular attention must be paid to drainage.

Pumps are provided at several locations to evacuate storm waters from low spots. These pump rooms could become filled with flammable vapors and cause an explosion when the pumps start automatically. These should be checked with explosimeters and the pumps should be switched to manual control by the State Highway Department.

5.2 Reporting Forms and Documentation Requirements:

5.3 Post-Accident Investigation: (examination of scene, interviews with participants and witnesses, etc.)

5.4 Report Preparation and Dissemination: